

EIMS Notes – March 6, 2006

### **User Documentation**

The Procedure Guides have been updated in EIMS that include information how to use the new EIMS features such as Student Add and Student Search.

### **Student Search and Student Add Feature**

Divisions no longer need to obtain STIs over the phone or via email when they need to obtain a student's STI quickly. The Student Search feature allows a user to look up a student's STI in the EIMS database. If the student cannot be found using Student Search, then he/she is a new student and you can use Student Add to obtain a new STI in minutes. Divisions should only use these features for when you need a STI right away; otherwise use the normal file upload procedure in EIMS.

### **Reminder:**

If the EIMS Project Manager or SIS Contact has changed you or the designated person with the proper rights need to update the list in SSWS with the new contact information.

### **Spring SRC Submission**

You may recall having to deal with duplicate STI during the Fall data submission?? I strongly recommend that you Pre-Sub your file to find the duplicate STIs now and get them resolved instead of trying to resolve them during the submission window between April 1 and April 21 (no extensions from what I hear).

### **Cooperation**

Obviously, nerves get frayed during the stressful time of data submission. A number of divisions have asked me to remind folks to cooperate and be timely with information requests from colleagues in other divisions who are just trying to do their jobs. I believe that the improvements in speed of EIMS and all divisions pre-subbing their data to resolve duplicate STIs now will greatly reduce the number of request for information from other divisions during the submission window thus reduce the stress.

### **Full Data Submission**

Speaking of submissions, EIMS is out of sync with the collective division's SIS. I would like to request a full data load to EIMS in the near future, but want to pick at time that is sensitive to division's business cycle. The window will probably be 3-4 weeks. If you have STIs for all your students there should be few, if any, that would need to be resolved. **Please let me know the dates to avoid and I will try to accommodate the schedule.**

### **Notes from SASI User's Group Conference Presentation February 28, 2006**

#### **EIMS Notes**

Announced live Web-Ex Training sessions featuring the new file management capabilities scheduled for March 6, 7, and 9 are filled; recorded session will be available March 10.

Announced that a recorded Web-Ex training for data disaggregation reports is planned to be available soon after March 10.

There were a lot of comments regarding STI Split policy allowing the student who has the STI the longest to keep the STI. The issue is being that if a division submits a file to the SRC successfully and is signed off by the Supt., an STI conflict from another division may necessitate the division whose submission has already been signed off to change an STI number and resubmit and get it signed off again.

Concern the contact list is kept up to date. *We refresh it quarterly and it's scheduled for refresh in mid-March.*

A division mentioned the challenge she had with Student Search, but we resolved that with her; it was an isolated situation. Another division also had an issue with Student Search, but we believe she had some parameters set incorrectly; her issue has been resolved.

A couple of divisions expressed some concerns over keeping data clean when a child has two STI's and takes SOL's with these two different STI's. Pearson explained with the historical data we're adding, tracking the historical differences will be much improved – coming in April.

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### **SIF Notes**

We reviewed the DOE Rollout plan and explained the prerequisites for participation. Twelve want to sign on and complete the survey immediately.

Seventeen are interested, but want more information. *We plan to invite them to a Web-Ex on SIF. Three divisions expressed no interest at this time (one is undergoing a major upgrade and site renovation).*

One division expressed a concern that the .29 per student full license cost will go up. *Pricing is good for three years beginning October 2005.*

Kevin Harrison-Bedford and Levonne Mawyer-Amherst both gave good testimonials of their implementation experiences and express joy in not having to load data manually to EIMS.

*We've filled all the available SIF implementation slots in the contract ending June 30, which will result in moving about 280k or 23% of all VA students via SIF.*